

**FY 2012 CDC ACA/PPHF Grant/Cooperative Agreement Semi-Annual Recipient Reporting Template**



CDC logo

**Report Information**

1. Agency:
2. Program Title:
3. Mechanism / Procurement Type:
4. Award number:
5. Reporting period:
6. Report date:

**Award Recipient Information**

1. Recipient name:
2. Recipient address:
3. City:
4. State:

**Award Information**

1. Award title:
2. Award amount:
3. Award date:
4. CFDA number:
5. Award description:
6. Award summary:

**Subaward Information**

1. Subaward recipient name:
2. Subaward recipient address:
3. Subaward Federal award number:
4. Subaward amount:
5. Subaward award date:
6. Subaward CFDA number:

Recipients awarded a grant or cooperative agreement with a value of \$25,000 or more from the Prevention and Public Health Fund, shall report, on a semi-annual basis, on the information identified below. Recipient reports are due to CDC no later than the 20th day after the end of a reporting period (January 20th & July 20th). Recipient reports should be emailed to pphfsio@cdc.gov and the Grants Management Official.

[Enter the agency name.]

[Enter program name listed on PPHF website  
(<http://www.hhs.gov/open/recordsandreports/prevention/index.html>).]

[Enter mechanism/procurement type (e.g., grant, contract).]

[Enter the award number.]

[Enter the reporting period (e.g., January 1 – June 30, 2012).]

[Enter the report date (DD/MM/YYYY).]

[Enter the recipient name.]

[Enter the recipient street address.]

[Enter the recipient city.]

[Enter the recipient state.]

[Enter the title of the grant or cooperative agreement.]

[Enter the total award amount of PPHF funds.]

[Enter the budget start date.]

[Enter the award CFDA number.]

[Provide a description of the award.]

[Provide a summary of the activities undertaken in the reporting period.]

[Enter the subaward recipient name.]

[Enter the subaward recipient full address.]

[Enter the Federal award number.]

[Enter the total subaward amount of PPHF funds.]

[Enter the subaward award date.]

[Enter the subaward CFDA number.]

7. Subaward  
description:

[Add additional sub-recipient sections as necessary, delete if not necessary.]

[Provide a description of the subaward.]